

## LEGAL NOTICE

The County Services Department of Greene County, Ohio invites qualified Energy Consulting Service firms to submit a statement of qualifications for Master Planning and Energy Consulting Services. This process is not intended for HB 300 or related Performance based contracting services.

Statements of Qualifications (SOQ's) will be received at the Greene County Services Department, 641 Dayton-Xenia Road, Xenia, Ohio 45385 until 4:00 PM on Friday, August 7, 2015 for contracts to provide the County Services Department with Energy Consulting and Planning Services on an "as needed" basis for 2015 through 2020. These services are of a professional and noncompetitive nature.

1. Consultants will be selected to provide services on an "as needed" basis, for the following general areas:
  - a. Energy assessments and utility data analysis
  - b. Energy procurement services
  - c. Energy Master Planning
  - d. Generation of bid documents and specifications
  - e. Engineering design and support
  - f. Project management and oversight
  - g. Lighting analysis and design
  - h. Systems Integration Services
  - i. Maintenance Management Planning and Implementation support
  - j. Commissioning Services
  - k. Measurement and Verification Support Services
2. Interested consultants shall submit SOQ's to Carl Geisler, Director, Greene County Services, Submitting four (4) copies of the following information:
  1. Firm name, address, telephone number, fax number and e-mail address.
  2. Year established and former firm names (if any).
  3. Types of services for which the firm is qualified.
  4. Summary of Qualifications for services listed above.
  5. Names of principals of the firm and state in which they are registered.
  6. Number of staff available for assignment.
  7. Outside consultants and associates usually retained, identify known MBE's/EDGE.
  8. Examples and lists of similar completed projects on which the Firm was principle consultant.
  9. Current similar projects underway and estimated cost of each.
  10. Number of years the firm has been doing business in the relevant function.
  11. Names of key personnel, including managers and in-charge field personnel proposed to be assigned, with experience of each, length of time in the organization, continuing education, and evidence of currency of expertise in relevant function.
  12. Address of office(s) where the work will be performed, how long this/these office(s) have been operating, and current staffing of this/these office(s). If the work is to be done from more than one office, indicate the distribution of work among offices.
  13. Rate schedules for various disciplines.
3. Statement of Qualifications will be evaluated by a selection team consisting of Greene County staff.

The most qualified proposals considered "best" by the selection team will be invited to a 45-minute interview.

During this interview the short-listed firms will have an opportunity to make a presentation and answer questions from the selection team.

At the conclusion of the interview process, the selection team will pick the top firms. These firms shall be considered pre-qualified and shall be selected on an “as needed” basis to provide Master Planning and Energy consulting services in accordance to the qualifications listed within this document. and for the remainder of calendar year 2015 through 2020.

4. The above selection process does not preclude the Greene County Services Department from going through a separate qualifications-based selection process should the project be deemed specialized in nature or be of an estimated construction cost of greater than \$5,000,000.00.
5. The County reserves the right to select one firm or more than one firm to provide services for the projects or portions thereof in any manner the County deems appropriate. Upon selection of the firm or firms determined to be the most qualified to provide the requested services, an agreement will be negotiated and prepared for services provided.
5. Statements of Qualifications shall be submitted to Carl Geisler, Director, Greene County Services, 641 Dayton-Xenia Road, Xenia, Ohio 45385, not later 4:00 PM on Friday, August 7, 2015. All questions shall be directed to Debra Brown, 937-562-7802.

This notice is also available on [www.co.greene.oh.us/bids.aspx](http://www.co.greene.oh.us/bids.aspx). Instructions may be accessed by going To [www.greene.oh.us](http://www.greene.oh.us) and clicking on “Bids”.

ADVERTISE: 7/6/2015